

## Staff Meeting Minutes for June 26th

Mr. Thomas Brunk, AQB, Executive Director, Business Management Office:

- Gen. Drewes - we need to review all action items from commanders' conference May 7-8th and make sure they are completed or on track.
- DCMC-West is hosting next commander's conference next Fall.
- SPI doing well. Read what's new with SPI on the Web.
- Meeting with IG last week went well. The IG is going to close out the reports on resourcing.
- IG report on DCMC/DCAA has not been issued.
- AF F-22 review going on. Tom McDonnell asked to help.
- Several teams working on One Book. Maj Cameron will be the AQB representative on the working group.
- POM - pushing issues with OSD.  
CA to pitch in to help with Budget and POM.
- Maj Econom taking over LTC Merkwan's position officially July 15th.

Ms. Patty McGuire, AQB, Assistant to Executive Director, Business Mgmt Office

- HQ DCMC Signature Authority letter was issued (dated June 21, 1996).
- Suspense System tested in house - still working out the glitches. Checking on Electronic filing.

Mr. Roger Nelson, Acting AQBA Team Chief

- Vicki - Full Time equivalents have been projected out by Districts. Policy on 14 & 15 CAO Deputy positions will be sent out after MG Drewes is briefed.
- 15th-17th July BPT - Subject: DBOF, Budget, Buying Process.

Col FrankToda, AQBC, Chief, Performance Assessment Team  
No input from AQBC.

Lt Col BobGallagher, AQBB, Chief, Business Dev/Marketing Team

- DCARRS update - We expect to get on contract by end of July, then it will be 12-14 months to deliver.
- Franchise program & Dept. Of Labor - Alyce attending conference - reimbursable rates DCMC wide - Dept. Of Energy. New agreement for `97-2000 signed.
- DLAD 5000.4 One Book revisions near completion (chapters 4, 5 and 6).
- Trade Show/Display Booth updated graphics - delivery in July. Expo week of Aug 13th in San Antonio, TX.

TSgt Jesse Montoya, AQBE, Chief, Command Support Team

- Commander's Orientation scheduled for 15-19 July. Has agenda for Team Chiefs.
- K. Koorasingh keeps roster for Laptops. Starting July 8th Barcoding will start. Inventory to begin mid-July.

DCMCI is 85% complete - moving into Belvoir..